

**SUNAPEE BOARD OF SELECTMEN  
MEETING AGENDA  
6:30PM Town Office Meeting Room  
Monday, November 15, 2021**

**1. REVIEW OF ITEMS FOR SIGNATURE:**

CZC's:

**2. APPOINTMENTS**

7:00PM-Public Hearing for Water & Sewer Loan Refinancing

7:15PM-Budget Advisory Committee

**3. PUBLIC COMMENTS:**

**4. SELECTMEN ACTION**

- Use of Facilities:11/05-Sunapee School/Police Dept., Boys Championship Game
- Approve & Sign 2021 Second Half Tax Warrant
- Sign Addendum to Engagement Letter from Plodzik & Sanderson
- Approved Seasonal Pay Table with Updates
- Sign Refunding Bond Resolution

**5. CHAIRMAN'S REPORT**

**6. TOWN MANAGER REPORTS**

**7. UPCOMING MEETINGS:**

11/17-5:00PM-Energy Committee, Town Meeting Room

11/18-5:30PM-Abbott Library Trustees, Abbott Library

11/18-7:00PM-Water & Sewer Commission, Town Meeting Room

11/25 & 11/26- Closed for Thanksgiving Holiday

**NONPUBLIC: The Board of Selectmen may enter a nonpublic session, if so voted,  
to discuss items listed under RSA 91-A:3, II**



## Town of Sunapee, New Hampshire

2021  
SECOND HALF TAX  
COUNTY OF SULLIVAN  
STATE OF NEW HAMPSHIRE

To: Betty H. Ramspott, Collector of Taxes

For the Town of Sunapee in said County:

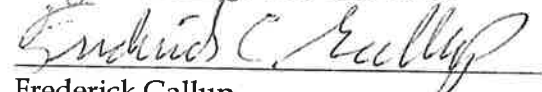
In the name of the State of New Hampshire, you are hereby directed to collect property taxes in the list herewith committed to you, amounting in all to the sum of \$ 9,876,873 and with interest at eight percent (8%) per annum after Monday, December 13, 2021, thereafter on all sums not paid on or before that day.

A tax collector shall remit all money collected to the town treasurer, or to the town treasurer's designee as provided by RSA 41:29, VI, at least on a weekly basis, or daily whenever tax receipts total \$500 or more.

Given under our hands and seal at the Town of Sunapee, New Hampshire, this 10th day of November, 2021.

  
Joshua Trow, Chairman

  
Suzanne Gottling, Vice-Chairman

  
Frederick Gallup

\_\_\_\_\_  
Carol Wallace

\_\_\_\_\_  
Jeremy Hathorn



November 10, 2021

James A. Sojka, CPA\*

Sheryl A. Pratt, CPA\*\*

Michael J. Campo, CPA, MACCY

Members of the Board of Selectmen and Town Manager  
Town of Sunapee  
23 Edgemont Road  
Sunapee, NH 03782

Scott T. Eagen, CPA, CFE

Karen M. Lascelle, CPA, CVA, CFE

Ashley Miller Klem, CPA, MSA

Tyler A. Paine, CPA\*\*

Kyle G. Gingras, CPA

Thomas C. Giffen, CPA

Ryan T. Gibbons, CPA, CFE

Brian P. McDermott, CPA\*\*

Justin Larsh, CPA

Patrick J. Mohan, CPA

Dear Members of the Board and Town Manager:

This letter is to confirm our understanding of the additional services we are providing the Town of Sunapee for the year ended December 31, 2020. As we discussed with the Town Manager and former Town Manager on October 28, 2021, we need to perform additional procedures on several balance sheet accounts, including but not limited to, cash, interfund balances, receivables, payables, tax deeded property subject to resale, and deferrals, and possibly revenues and expenditures in many funds of the Town, including the trust funds due to reconciliations not being completed prior to audit. This work is estimated to cost the Town between \$5,000 and \$12,000.

This fee revision is based on the significant additional information provided from Town personnel and our time required to evaluate and report on these matters. The above additional fee is based on the assumption that no further unexpected circumstances will be encountered during the additional audit procedures to be performed. If further significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

This letter serves as an addendum to the original engagement letter dated October 27, 2021.

Sincerely,

PLODZIK & SANDERSON  
Professional Association

RESPONSE:

This addendum correctly sets forth the understanding of the *Town of Sunapee*.

Governance signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Governance signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**PLODZIK & SANDERSON, P.A.**  
*Certified Public Accountants*

\* Also licensed in Maine

\*\* Also licensed in Massachusetts

\*\*\* Also licensed in Vermont



**TOWN OF SUNAPEE, NEW HAMPSHIRE**

**A Resolution**  
**Authorizing the Issuance of Refunding Bonds**  
**Dated as of November 15, 2021**

WHEREAS, the Town of Sunapee, New Hampshire (the "Town") has issued certain \$1,500,000 General Obligation Bonds through the United States Department of Agriculture Rural Development ("USDA RD") dated as of March 13, 2014, which mature on March 13, 2042 in the aggregate outstanding principal amount of \$1,247,830 and certain \$1,585,000 General Obligation Bonds through USDA RD dated as of August 28, 2015, which mature on August 28, 2042 in the aggregate outstanding principal amount of \$1,232,776, both of which are eligible to be refunded at par at any time without penalty (together, the "Refunded Bonds"); and

WHEREAS, although the Refunded Bonds are not subject to redemption prior to their maturity date, USDA RD has consented to the redemption of the Refunding Bonds prior to such maturity date; and

WHEREAS it appears likely that bonds issued today would have a net interest cost less than the net interest cost on the Refunded Bonds; and

WHEREAS the Town may be able to realize debt service savings by issuing certain refunding bonds (the "Refunding Bonds"), the proceeds of which would be utilized to current refund or advance refund the Refunded Bonds and to pay certain other costs relating thereto, including any necessary redemption premium and the costs of issuing the Refunding Bonds.

NOW THEREFORE, BE IT RESOLVED that the Town, acting by and through its Select Board (the "Governing Board"), hereby authorizes the issuance of Refunding Bonds pursuant to the provisions of RSA 33:3-d, the proceeds of which shall be utilized to current refund or advance refund the Refunded Bonds, to pay the redemption premium, if any, applicable thereto, any principal and interest coming due on the Refunded Bonds prior to any redemption date and to pay the costs of issuance of the Refunding Bonds, including costs of any credit enhancement; and

IT IS FURTHER RESOLVED that the Town is hereby authorized to finally approve the aforesaid refunding by entering into a Loan Agreement or Bond Purchase Agreement (the "Agreement") with the New Hampshire Municipal Bond Bank or such other underwriter(s) or bond purchaser(s) as the Governing Board may deem appropriate in connection with the issuance of the Refunding Bonds to evidence the Town's approval of the terms and conditions of the Refunding Bonds; and

IT IS FURTHER RESOLVED that the Agreement and such other documents, if any, as shall be required in connection with the issuance of the Refunding Bonds shall be signed on behalf of the Issuer by its Chairman of the Governing Board or its Vice-Chairman of the Governing Board, each acting singly, and/or such other individuals as may be required by state law or as may be specified by bond counsel; and

IT IS FURTHER RESOLVED that an Escrow Contract and such other documents as shall be required in connection with the issuance of the Refunding Bonds shall be signed on behalf of the Town by the aforementioned individuals, and/or such other individuals as may be required by state law or as may be specified by bond counsel; and

IT IS FURTHER RESOLVED that the Town is authorized to enter into such other documents, to engage such other professionals (including a Financial Advisor, Escrow Agent, Verification Agent and Paying Agent), and to do such other things as are necessary to consummate the aforesaid refunding; and

IT IS FURTHER RESOLVED that all actions heretofore taken by the Town consistent with the foregoing are hereby confirmed, ratified, and approved.

[SIGNATURE PAGE FOLLOWS]

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Select Board